

CSBG Recovery Act Local Plan

Please refer to your instructions prior to completing the Community Services Block Grant (CSBG) Recovery Act Local Plan.

Submit To:

Department of Community Services and Development
Attention: Community Services Division
P.O. Box 1947
Sacramento, CA 95812-1947

Section I - Agency Information

Agency	Central Valley Opportunity Center, Inc.
Address	6838 Bridget Court/ P.O. Box 1389
City	Winton, CA

Agency Contact Person Regarding CSBG Recovery Act Local Plan

Contact Person	John Jepson
Title	Planning Director
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Section II - Certification

¹ As a part of the efforts to ensure transparency and accountability, the Recovery Act requires Federal agencies and grantees to track and report separately on expenditures from funds made available through the stimulus bill. Please check to acknowledge that your agency is aware of this requirement and has the capacity to track CSBG Recovery Act program activities and expenditures separately from all other CSBG or other funding, including activities and expenditures carried out by delegate agencies and other service providers supported by subcontracts under Recovery Act funding.



Central Valley Opportunity Center Acknowledges the requirements as stated above.

The undersigned hereby certify that this agency complies with the requirements of this CSBG Recovery Act Local Plan and the information in this plan is correct and authorized. —

Board Chair

Date

Executive Director

Date

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Section III - DUNS Number

Provide your agency's Data Universal Numbering System (DUNS) number. If your agency has not registered, do so and provide the number below.

DUNS Number 23079114

Section IV - CCR Number

Provide your agency's Central Contractor Registration (CCR) number. If your agency has not registered, do so and provide the number below.

CCR Number 4QHW2

Section V - Verification of Public Inspection

Provide verification of public inspection of your agency's CSBG Recovery Act Local Plan. Documentation of public inspection must also be provided, (i.e. copy of web page, e-mail blasts, etc.)

A) Describe how your agency made this Local Plan available for public inspection.

CVOC has posted this plan on our website at www.cvoc.org. The availability of this plan for review and a brief explanation of the plan purpose was published in the local newspapers. Electronic and hardcopies of this plan were made available for interested parties. Public comments were solicited through this process.

Section VI - General Plans

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Provide a description of Recovery Act projects for purposes of creating and sustaining economic growth and employment opportunities. Include a description of targeted individuals and families; services and activities; and how the services and activities are tailored to the specific needs of the community.

CVOC will target vocational development and training services designed to place low-income MSFW clients into demand occupations within the service area. A large percentage of the local labor force has been negatively impacted by the current recession. Particularly hard hit are low-income and marginally employed persons. The decreased number of job opportunities combined with limited demand occupation job skills has made it difficult for these persons to compete for emerging employment opportunities. After several years of reducing the number of families on public assistance, the demand for public aid has suddenly increased. Persons whom were on the edge of self sufficiency have been forced to seek public aid. Even persons who had been doing moderately well financially have been hard hit by the economic down turn. In CVOC's service area there are numerous person displaced by the housing construction slump, cut backs in agricultural production/processing and retail/sales slow down. In response CVOC will target services to low-income MSFWs, especially those on public assistance, dislocated from agricultural work, residents of rural communities and young MSFW adults trying to enter the labor market. CVOC will in coordination with local Workforce Development efforts employ a mix of vocational training, work experience and vocational development services to address the problems. Vocational training services will target growth industries and labor market demand occupations such as metal fabrication, office workers, food service, transportation, green jobs and retail sales. Training services will primarily be provided through CVOC vocational training centers and services offered by CVOC employment and training projects. CVOC will in conjunction with the local WIBs be providing a summer youth work experience project. CVOC will in conjunction with local Community Service Agency be providing an adult work experience program. CVOC will utilize it's Mobile Service Center to ensure rural communities receive vocational services and information on available social services. CVOC will develop a Green Jobs Training component to prepare clients for emerging employment in home weatherization and energy conservation occupations. CVOC will develop a truck driving course to train clients for employment as heavy truck drivers. CVOC will utilize it's variety of vocational training courses to train persons for occupations in demand jobs. To support these efforts CVOC will hire additional job counseling and job placement staff to work with clients. In order to ensure coordination with our community partners and to meet the requirements of reporting and transparency, CVOC will hire a Project Coordinator to oversee these services. Contract administration including financial accounting, data management, planning, human resources, purchasing and other functions will be handled through CVOC central administration utilizing our Indirect Cost Rate.

B) Provide a description of the service delivery system for Recovery Act projects for purposes of providing a wide range of innovative services and activities. Include a description of the geographical area served.

CVOC will primarily utilize it's in-house vocational training centers, employment and training staff, community employment projects and coordinated community partner vocational projects to serve the service area. CVOC is a partner agency in the local Workforce Development agencies and will coordinate service through these mechanisms.

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C) Describe how your agency will use Recovery Act funds to meet the short-term and long-term economic and employment needs of individuals, families and communities.

CVOC will utilize ARRA funds to address the employment needs of low-income persons through the development of a comprehensive employment and training project. Vocational skills training will be provided to persons in need of developing marketable employment skills. In addition to vocational skills training, CVOC's project will address issues such as basic remedial education, English language skills development, personal financial management, job readiness instruction and job search skills. The project will also address clients immediate economic needs through the provision of work experience wages, stipends or other training related supportive services which will enable the client to participate in the training programs.

D) Provide a description of how linkages will be developed to fill identified gaps in services. through the provision of information, referrals, case management and follow up consultations.

CVOC will utilize the existing information and referral systems developed by the social service and employment and training networks in each of our service area communities. CVOC utilizes the Community Resource Directory developed by the local information and referral coordination agency which contains a fairly comprehensive guide to the social, educational, emergency, medical and other services offered by the communities government, non-profit and private human services agencies. CVOC will maintain customer services representatives that will assist our clients in accessing services from other agencies through referrals, documentation preparation, translation, advocacy, transportation and other means.

E) Provide a description of how Recovery funds will be coordinated with other public and private resources, to avoid duplication and/or supplanting.

Central Valley Opportunity Center pursues a course of community involvement and cooperation for the maximum utilization of resources. We feel this has made a significant impact on our programs, not only in terms of benefits to our program participants, but also for the positive impact it has had on the community as a whole. CVOC is participating in several of the current efforts to coordinate and improve the provision of education and employment services. These projects include Welfare to Work, School to Work and One Stop Shop initiatives. CVOC's approach is to provide its participants with supportive services through an active referral program to community resources capable of providing the desired service. Relations with other service deliverers have been established through financial and non-financial agreements. Other cooperative relationships have been developed through thirty years of working together to improve our communities.

CVOC has had a long history of working with faith-based organizations (FBO) and grassroots Community Based Organizations (CBO). Relationships with FBO's and CBO's have been developed to primarily assist with customer outreach. Many of the regional FBO's, in general do not provide formal services. Several do however provide, on informal case-by-case basis, assistance to persons who are in extreme need or who request help. This service is generally not extensive or prolonged and often results in referral to CVOC and the One Stop System for more extensive assistance. The network has been extremely helpful in providing supportive services to participants such as emergency food, clothing, housing, counseling and job leads. Some local FBO's and CBO's have specific service missions such as providing homeless shelter services, target community development, youth services, substance abuse counseling, family counseling and emergency food. CVOC case managers utilize these services through customer referral to contact points and referral follow-up. The local workforce investment partners and One Stops also maintain shared listings of local CBO and FBO resources and services.

Since education is one of the greatest needs of our clients, CVOC coordinates with local education agencies. Adult Education Programs provide curriculum assistance as well as direct services to CVOC in our Basic Remedial Education component of our classroom-training program. Cross referrals between CVOC and educational agencies assist clients in obtaining academic and vocational education and training. The local Community Colleges have committed to offer interested clients information on the California Student Opportunity and Access Programs (Cal Soap) which provide financial and academic information to students and parents on preparing and accessing college. The colleges will provide clients with an introduction to the opportunities and benefits of higher education facilities.

CVOC maintains close operating relationships with agencies that provide critical service resources for our clients. Some these agencies and resources are;

The State Office of the Employment Development Department (EDD) to ensure clients are provided job placement assistance.

County Health and Social Service Departments are principal players in the local service networks, offering health, housing, legal, nutrition and senior assistance programs.

CVOC maintains close linkages with Community Service Organizations which provide program design input and assist with outreach and referral.

F) Provide a description of how the funds will be used to support innovative community and neighborhood based initiatives related to the purposes of the Recovery Act, which promotes food, housing, health services and employment-related services and activities.

CVOC's program will target employment related services through several innovative approaches. These approaches include linking green job training to ARRA weatherization funding, expansion of vocational training courses directed toward demand occupations in the community, linkage with the local WIBs to provide youth employment services, linkages with the CalWorks Department to provide job exploration and work experience to public aid recipients and provision of outreach and direct services to persons in rural communities. Employment services will be complemented through linkages with other social service providers to meet the variety of client needs. Training related assistance will be provided as needed to help client meet immediate economic and emergency needs and enabling clients to complete the program.

G) Provide a description of the community-needs assessment (which may be coordinated with community-needs assessments conducted for other programs).

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Central Valley Opportunity Center's Needs Assessment of the migrant and seasonal farmworker service area consisted of a review of CVOC's Strategic Plan, review of current program operations, evaluation of program effectiveness, public hearings, solicitation of input from the community at large, coordination meetings with other service providers as well as examination of the community profile and identified needs of the migrant and seasonal farmworker population in CVOC's service area.

CVOC conducted nine (9) Public Hearings. The Public Hearing and Assessment questionnaires were completed during these nine Hearings. Information contained in the questionnaires were summarized by the planning staff and presented to the Board of Directors. Generally, the needs and problems identified in the questionnaires were identical to the staff's assessment of farmworker concerns. In view of the local labor market, it is evident that employment is the major problem facing farm workers in CVOC's MSFW service area.

To ensure that CVOC's needs assessments reflects the current priorities of the migrant and seasonal farmworker population in our service area, CVOC participates in development, coordination and planning activities with a wide variety of community organizations that are involved in assessing the needs of the low-income and other targeted populations such as farmworkers. As referenced in other sections of this Annual Plan, CVOC has an agency-wide Strategic Plan which is updated on an annual basis. The Strategic Planning process includes a needs assessment of all aspects to include a Needs Assessment of the CVOC service areas, communities, client populations, service organizations and the agency itself. In order to improve services and to determine new or expanded services, CVOC also surveys all client's participating in agency programs at varying intervals to determine satisfaction with the services provided. From these surveys, CVOC analyzes the responses of the clients and includes these in the planning and development of programs and services. In terms of service priorities of the farmworker population, CVOC is a member of state and national associations which provide assessments of the farmworker population as well as updates on changing legislation which affect the services to farmworkers.

H) Provide a description of the service delivery system for benefit enrollment coordination activities for purposes of identifying and enrolling eligible individuals and families in Federal, State, and local benefit programs. Include a description of the geographical area served and a listing of sub-grantees provided the services and service areas.

CVOC programs are coordinated with the local WIBs, CalWorks, EDD, Rehabilitation and Veteran services departments. CVOC is an active Board Member of the local Workforce Investment Boards which coordinate community employment and training efforts. Members share information on services, eligibility and intake procedures. CVOC has establish cross referral systems with these partner agencies for the effective service of all clients. CVOC also co-enrolls clients with partner agencies when necessary. CVOC is a member of the One Stop Centers located in key urban areas and the rural outreach service centers.

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J) Describe your education and outreach projects to advertise and market the Recovery Act services and outcomes.

CVOC has well-designed community outreach and service systems to provide information and active referral of potential clients. Program effectiveness depends largely on the ability to recruit the target population. Persons with multiple employment barriers due to language barriers, educational limitations and lack of involvement in the community, many times are unaware of program availability; therefore, CVOC has designed systems that go beyond the basic outreach methods to ensure that the target group is informed of available assistance programs. This system includes linkages with social service networks, presentations at public events, information booths at cultural events, outreach workers distributing information at flea markets, stores, restaurants, churches, public service announcements on radio and television, articles and advertisements in local rural and ethnically oriented newspapers. CVOC understands that the ARRA funds will be closely monitored by CSD and the community in general. Therefore, CVOC will closely track the projects services and outcomes and report these efforts to the community.

Section VII - Energy Coordination

For each question in this section, provide a comprehensive narrative of what plans you have made to date.

A) Describe how your agency has/will establish a mutual referral service agreement with your local energy provider to ensure that clients receive services that support their progress towards achieving self-sufficiency.

CVOC is the primary local energy program service provider for Stanislaus County operating Federal, State and local energy conservation, weatherization, emergency payment, energy discount, appliance replacement and energy education services. All customers seeking services under the ARRA funding will also be referred to our energy services staff for assistance under these programs. In Merced, Madera, Mariposa and Tuolumne Counties, CVOC has close working relationships with the local Community Action Agencies and energy provider programs. CVOC will develop formal agreements with each of the agencies, these agreements will detail the cross referral process and anticipate customers benefit.

B) Describe the activities your agency will conduct to actively coordinate with the local energy program in employment training and job placement of clients.

CVOC will operate a green jobs training project that will train clients for weatherization jobs. CVOC plans to hire new workers from these trainees and will work with local energy program providers and private energy businesses for the placement of these clients into employment.

Section VIII - Workforce Development Projects and Activities

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be administered by your agency. For each project or activity, include the following: title, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

A.1) Project/Activity #1

Title	Vocational Skills Training In Demand occupations
Cost	\$330,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 100 <input checked="" type="checkbox"/> Retained # 10
Description	Low-income clients will be trained for employment opportunities in high growth jobs. Training will include addressing personal employment barriers such as education, language, and employment readiness. Training will lead to job placements.

A.2) Project/Activity #2

Title	Youth and Adult Work Experience and Job Readiness Training
Cost	\$70,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 80 <input checked="" type="checkbox"/> Retained # 5
Description	The project will provide out of school youth and Public Benefit recipient adults with job readiness instruction and work experience assignments with local employers. Project will also provide year round job skills training services for these clients. Project operated in conjunction with local Workforce Investment Board and local CalWorks Agency.

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A.3) Project/Activity #3

Title	Green Jobs Skills Training
Cost	\$150,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 30 <input type="checkbox"/> Retained #
Description	Clients will receive vocational classroom training, PG&E workshop training and work experience assignments through a six month training program. Training services will be coordinated with local home energy assistance and weatherization services. Training will lead to job placement.

A.4) Project/Activity #4

Title	Mobilization of Employment Services for Rural Areas
Cost	\$155,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 100 <input type="checkbox"/> Retained #
Description	Rural areas have been hard hit by the recession and drought causing extremely high unemployment rates. This project will fund the operation of a mobile employment resource center in targeted rural areas. In addition, the project will provide free transportation for rural clients to training and service facilities.

A.5) Project/Activity #5

Title	Demand Occupations Training Courses
Cost	\$150,000
Est. # of Jobs	<input checked="" type="checkbox"/> Created # 106 <input checked="" type="checkbox"/> Retained # 3
Description	The project will develop new vocational training courses to train clients for emerging jobs in local demand occupations.

In this section, provide information on projects or activities that will be funded in part or totally by Recovery Act funds that will be carried out by a delegate agency or other service provider pursuant to a subcontract with Recovery Act funds. For each project or activity include the following: title, subcontractor name, cost, an estimate of the number of jobs created or retained, and a description of the project or activity.

B.1) Subcontractor Project/Activity #1

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

B.2) Subcontractor Project/Activity #2

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #
Description	

B.3) Subcontractor Project/Activity #3

Title	
Subcontractor	
Cost	
Est. # of Jobs	<input type="checkbox"/> Created # <input type="checkbox"/> Retained #

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Description	
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B.4) Subcontractor Project/Activity #4

Title			
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.5) Subcontractor Project/Activity #5

Title			
Subcontractor			
Cost			
Est. # of Jobs	<input type="checkbox"/> Created #	<input type="checkbox"/> Retained #	
Description			

B.6) If you specified any project/activity in B.1 – B.5, describe the process you will use to select the above subcontractor(s) to provide services funded in part or totally by the Recovery Act funds.

In the section below list all projects or activities that will be funded in part or totally by Recovery Act funds, the applicable National Program Indicator (NPI) and a description of the project or activity.

C) Under the regular CSBG program, eligible entities use funds to provide services and activities addressing unemployment, education, better use of available income, housing nutrition, emergency services and/ or health to combat the central causes of poverty. Such services continue to be supportable under the CSBG Recovery Act. *In recognition of the intent of the Recovery Act, agencies are encouraged to support employment related services and activities that create and sustain economic growth.*

<i>NPI</i>	<i>Project or Activity</i>	<i>Description</i>
NPI 1.1: Employment	Vocational Skills Training In Demand occupations	Activity will provide vocational skills training, remedial education, English Language skills, job readiness training, counseling, job placement assistance and job retention services.
NPI 1.1: Employment	Youth and Adult Work Experience and Job Readiness Training	Activity will provide basic work experience, job readiness training, counseling, job placement assistance and job retention services.
NPI 1.1: Employment	Green Jobs Skills Training	Activity will provide vocational skills training in Green Job technology, remedial education, English Language skills, job readiness training, counseling, job placement assistance and job retention services.
NPI 1.2 Employment Supports	Mobilization of Employment Services for Rural Areas	Activity will provide information and assistance in accessing vocational development, job placement and economic assistance.
NPI 1.1: Employment	Demand Occupations Training Courses	Activity will provide vocational skills training in high demand occupations, remedial education, English Language skills, job readiness training, counseling, job placement assistance and job retention services.

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D) Provide a description of planned infrastructure investments, the purpose, total cost and the rationale for funding the infrastructure investment with funds made available under the Recovery Act. (Capital Improvements are not allowable costs per P.L. 105-285 Sec. 678F)

none

E) Will your agency use a portion or all the Recovery Act funds for administrative costs? Check the appropriate box.

☒ Yes, our agency will use a PORTION of the Recovery Act funds for administrative costs.

☐ Yes, our agency will use ALL of the Recovery Act funds for administrative costs.

☐ No, our agency will NOT use any of the Recovery Act funds for administrative costs.

E.1) If you checked one of the "YES" boxes in E, explain how the funds allocated to administrative costs will be tracked to a measurable outcome.

CVOC utilizes an Indirect Cost Rate approved and monitored by our cognizant agency the Department of Labor.

Section IX - Required Disclosures

For each question in this section, disclose any unresolved findings and/or recommendations, or any legal proceedings.

A) List all non-CSD funded programs administered by the agency within the past three (3) years that have unresolved findings and/or recommendations or have been terminated as a result of deficiencies.

None

B) List all legal proceedings the agency is currently involved in or has been in the past three (3) years. Include a brief description of the proceeding and the outcome. If the proceeding is currently, active provide the status.

None

Section X - Barriers

For each question in this section, provide information on potential barriers to your agency's success.

A) Identify any barriers that your agency feels it may face in meeting the requirements of the Recovery Act (i.e., subcontracting, staffing, workforce development, compliance with reporting, performance).

The successful placement of clients into employment will be much more difficult if the local economy does not show some improvement over the next year. Current unemployment rates in the region are at 20%.